

FY 2003 Proposed Operating Budget Summary

- The Proposed General Fund Budget of \$39.5 million is a slight decrease as compared to FY2002 and includes:
- Funding for capital projects, of \$43.3 million which is an increase of \$10.5 million or 32%. This includes pay-as-you-go funding of \$8.8 million which is an increase of \$2.6 million as compared to last year's pay-go funding of \$6.2 million.
- The proposed tax rate under the new 100% assessed value system will remain the same at 62.4 cents. The proposed tax rate is 2.2 cents higher than the Constant Yield Tax Rate of 60.2 cents, that is calculated annually by the Department of Assessments and Taxation. The constant yield tax rate represents the rate that for the coming year would generate the same amount of revenue that was generated during the current tax year. As assessments increase, the constant yield tax rate decreases.
- The total value of all real property in the City is \$2.6 billion, which has increased 4% over last year's assessed value of \$2.5 billion.
- Employee Compensation includes funding for normal merit step increases that are based on performance and a COLA adjustment.
- An appropriation of \$500,000 has been included to provide initial funding for Retiree health care benefits.

Mayor's Office

-Additional funds have been provided to support programs for the Capital City. This includes support for programs in partnership with Anne Arundel Community College, the County and other agencies. This year we will host the MML Legislative Conference, by rotation, Maryland Local Advisory Committee to the Chesapeake Bay Commission, and chair the Southern Maryland Municipal League Conference.

Economic Development

- The proposed operating budget includes:
 - \$50,000 for Minority Business Recruitment.
 - \$15,000 for the Maryland Maritime Heritage Festival.
 - \$30,000 for Economic Development Marketing Information Package.

City Attorney

- \$70,000 for an additional full time attorney and a reduction in contractual assistance.

Human Resources

- \$65,000 for a position to coordinate all the social and community programs dealing with public housing, education, senior services, violence prevention, drug counseling, and Latino/Hispanic concerns.

Budget Overview

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Management Information Technology

- The Capital Improvement Budget includes:

- \$100,000 for citywide Information Technology Replacement Program.
- \$1,932,000 for replacement of the outdated citywide financial management system with a comprehensive municipal package as recommended in the Information Technology Strategic Plan to provide improved reporting, accounting and web-based capability for improved customer service and expanded community involvement.

Public Safety

- The Police Department proposed budget includes:

In the operating budget:

- \$94,000 in funding for a Director of Emergency Management and additional needs under the accreditation program.

In the CIP:

- \$286,000 to continue the vehicle replacement program.
- \$360,000 to design an addition to the current building without additional land acquisition.
- \$101,000 for Mobile Data Computing.

- The Fire Department proposed budget includes:

In the operating budget:

- \$168,000 for four additional firefighters.

In the CIP:

- \$726,000 for a replacement ladder truck.
- \$120,000 for replacement of Paramedic Unit 39.

Budget Overview

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Public Works

- Funds are provided for the following in the operating budget:
 - \$50,000 additional funding for sidewalk repairs.
 - \$26,000 additional overtime funding for street cleaning.
 - Continuation of the \$550,000 for the road resurfacing program.
- The CIP includes:
 - \$197,000 for the Vehicle Replacement Program
 - \$5,571,000 for continuation of the West Street Revitalization project.

Recreation and Parks

- The operating budget proposal includes:
 - \$46,000 is included for increased park maintenance.
 - \$40,000 is included for a new Recreation and Open Space Master Plan.
- The Capital Improvement Plan for Recreation includes:
 - \$82,000 in the Vehicle Replacement Program.
 - \$350,000 for the design of a new Recreation Center.
 - \$200,000 for replacement of playground equipment.

Enterprise Funds

Water & Sewer Funds:

- \$125,000 for increased Water Plant security.
- \$100,000 to start a citywide water meter replacement program.

Off-Street Parking Fund:

- \$6,380,000 in construction funding for the Knighton Garage.

Budget Overview

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- \$25 million in funding remains in the CIP for the Tax Increment Financing of the Park Place garage.

Dock Fund:

- \$315,000 has been included for replacement of the Truxtun Park boat ramp.

Market Fund:

- \$15,000 has been allocated for a part time manager of the Market House.
- Funding has been provided in later years for the refurbishment of the Market House.

Transportation Fund:

- \$54,000 is proposed for additional fleet maintenance.
- \$500,000 in the capital improvement budget for the replacement of some of the bus fleet is mostly grant funded.

Refuse Fund:

- \$545,000 for the vehicle replacement program in the CIP.

The Budget Process Schedule

November

- Finance prepares Preliminary Revenue Estimates
- Finance prepares Operating and Capital Budget Instructions

December

- Finance distributes Operating Budget, Capital Budget, and Enhancement Instructions

January

- Departments submit Enhancement Requests
- Departments submit Operating and Capital Budget Requests

February

- Departments' Operating Budget and Enhancement Requests reviewed with Mayor

March

- Finance prepares Operating and Capital Budgets

April

- Mayor's Proposed Operating Budget submitted to Council and Finance Committee by second Monday
- Budget Legislation to Council for First Reader
- Finance Committee holds Public Hearings on the Mayor's Proposed Operating and Capital Budgets with Department Directors
- Council Public Hearing held on Proposed Operating Budget and Constant Yield Tax Rate

May

- Finance Committee recommendations on the Mayor's Proposed Operating Budget to the Council by second Monday

June

- Council adopts the FY 2003 Operating Budget
- City Council adopts the FY 2003 - 2008 Capital Improvements Program

July

- Fiscal Year 2003 begins on July 1, 2002

The Budget Development Process

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Fiscal Year 2003 Budget Calendar

<i>Date</i>	<i>Responsibility</i>	<i>Action</i>
12/3/01	Finance	Distribute Operating Budget instructions
12/10/01	Department Directors	CIP Preliminary Project Set-Up Sheets due to Finance
12/28/01	Department Directors	Enhancement Requests due to Finance
1/11/02	Department Directors	Operating Budget submissions due to Finance
1/22/02 - 1/24/02	Department Directors/Mayor/Finance	Operating Budget submissions and Enhancement requests reviewed by Mayor
1/29/02	Department Directors/Mayor/Finance/Central Services	CIP Project Set-Up Sheets reviewed by Mayor, Finance and Central Services
4/8/02	Mayor/Finance	Mayor's Proposed Operating Budget submitted to City Council per City Code. Budget legislation to Council for First Reader
4/15/02 - 4/25/02	Finance Committee/Department Directors/Finance	Finance Committee public hearings on Mayor's Proposed Budget
4/29/02	City Council	Public Hearing on Proposed Operating Budget
5/13/02	Finance Committee/Finance	Finance Committee's Recommended Budget Changes submitted to City Council.
6/4/02	City Council	Adopt FY 2003 Operating Budget and FY 2003-2008 Capital Improvements Program
7/1/02	Finance	Adopted FY 2003 Operating Budget and Capital Budget goes into effect

City of Annapolis Organizational Chart

By Function Within Department

